

Gifts

The Milford Public Library gratefully accepts gifts, donations, endowments and bequests that are appropriate to its mission. Contributions may be tax-deductible. The Director is responsible for accepting gifts and determining how they may best benefit the Library. Members of the Library Staff may not accept money or gifts in exchange for services.

Material Donations

Donations of new and gently used books, equipment and audiovisual materials such as DVD's, audiobooks or CD's will be reviewed for possible inclusion in the Library's collection provided the item meets Material Selection Policy Guidelines. Donations not retained for the collection may be given to the Friends of the Library for their book sale or discarded.

Donations can be brought to the Children's Section during business hours and receipt of donation can be requested at that time; however the Library will not provide any statement as to the value of the donated items. Please refer to *Gift Donation Procedures for Books, Magazines, and Media*, for information on what items the Library will accept.

Monetary Donations

A monetary donation may be made in honor or memory of a loved one, special occasion or as a general contribution to the Library. The Director will make a selection to be added to the materials, services or programs with the specific donation. An inscription acknowledging the donation will be inscribed on a bookplate and will be placed in the front of the book(s). Notification will be sent to the individual making the donation and/or the family or individual in whose memory or commemoration the materials are being donated.

Other Gifts

The Library may be named as a beneficiary of a bequest in a will, beneficiary of a trust, insurance policy or other personal monetary asset. The Library may also accept contributions from companies and foundations through employer matching programs as well as endowment gifts. Gifts of art or other personal property may be accepted if they are compatible with the Library needs and facilities. Acceptance of such gifts will be at the discretion of the Director.